

SIGNED PERSONNEL ACTION
ITEM NO. C. 27
DATE: November 03, 2009

POSITION ADJUSTMENT REQUEST

NO. 20739
DATE _____

Department Health Services/Public Health Department No. _____
Budget Unit No. 0452 Org No. 5779 Agency No. A-18

Action Requested
Increase the hours of one Community Health Worker I-Project position (#11126) from part time (32/40) to full time (40/40) and decrease the hours of one Community Health Worker II position (#11007) from 28/40 to 24/40 in the Health Services Department.
Proposed Effective Date: _____

Classification Questionnaire attached: Yes No / Cost is within Department's budget: Yes No

Total One-Time Costs (non-salary) associated with request: \$ _____

Estimated total cost adjustment (salary / benefits / one time):
Total annual cost \$ 10,507.34 Net County Cost \$ 0.00
Total this FY \$ 7,004.89 N.C.C. this FY \$ _____

SOURCE OF FUNDING TO OFFSET ADJUSTMENT Permanent base adjustment of \$365K to WIC Grant

Department must initiate necessary adjustment and submit to CAO.
Use additional sheet for further explanations or comments.

Teji O'Malley
(for) Department Head

REVIEWED BY CAO AND RELEASED TO HUMAN RESOURCES DEPARTMENT

[Signature] 10/14/09
Deputy County Administrator Date

HUMAN RESOURCES DEPARTMENT RECOMMENDATIONS DATE 10/20/2009

INCREASE the hours of one Community Health Worker I-Project (VKWI) Position #11126 from 32/40 to 40/40 on the salary level QT5 0933 (\$2691-\$2967);

DECREASE the hours of (1) Community Health Worker II (VKVB) Position #11007 from 28/40 to 24/40 on the salary level QT5 1043

Amend Resolution 71/17 establishing positions and resolutions allocating classes to the Basic / Exempt salary schedule.

Effective: Day following Board Action.
 _____ (Date) _____
(for) Director of Human Resources

COUNTY ADMINISTRATOR RECOMMENDATION DATE _____

Approve Recommendation of Director of Human Resources
 Disapprove Recommendation of Director of Human Resources
 Other: _____
(for) County Administrator

BOARD OF SUPERVISORS ACTION:
Adjustment APPROVED DISAPPROVED
DATE November 03, 2009 BY [Signature]
David Twa, Clerk of the Board of Supervisors and County Administrator

APPROVAL OF THIS ADJUSTMENT CONSTITUTES A PERSONNEL / SALARY RESOLUTION AMENDMENT

POSITION ADJUSTMENT ACTION TO BE COMPLETED BY HUMAN RESOURCES DEPARTMENT FOLLOWING BOARD ACTION
Adjust class(es) / position(s) as follows: